

3. THE EFFECTIVENESS OF INTERNAL CONTROLS

The system of controls is designed to provide cost-effective assurance that assets are safeguarded and that liabilities and working capital are efficiently managed. In line with the MFMA and the King III Report on Corporate Governance requirements, Internal Audit provides the Audit Committee and management with assurance that the internal controls are appropriate and effective. This is achieved by means of the risk management process, as well as the identification of corrective actions and suggested enhancements to the controls and processes. From the various reports of the Internal Auditors, the Audit Report on the Annual Financial Statements, the matters of emphasis and management letter of the Auditor-General, it was noted that no significant or material non-compliance with prescribed policies and procedures have been reported. Accordingly, we can report that the system of internal control for the period under review was effective. The Audit Committee is satisfied with the internal controls in place and overall adherence to those controls.

4. THE QUALITY IN YEAR MANAGEMENT AND MONTHLY/QUARTERLY REPORT SUBMITTED IN TERMS OF THE MFMA

The Audit Committee received and reviewed certain performance management reports and is satisfied with the content and quality of these monthly and quarterly reports prepared and issued by the Accounting Officer and management during the year under review.

5. INTERNAL AUDIT FUNCTION

During the year under review, an audit plan was prepared based on the Annual Risk Assessment. The following is a list of projects undertaken by Internal Audit, arising from the risk assessment:

- Asset Management review
- Revenue Management review
- Project and Contract Management review
- Compliance review: Municipal Finance Management Act, No.56 of 2003 and the Municipal Systems Act 32 of 2000
- Follow Up reviews (Payroll, Procure to Pay, Secretariat and Registry)
- Bi-annual reviews of the Performance Management System

The Audit Committee is satisfied with the performance of the Internal Audit Function and reports that all projects in terms of the approved annual plan have been completed by the end of the financial year.

6. EVALUATION OF ANNUAL FINANCIAL STATEMENTS

The Audit Committee has:

- reviewed and discussed with the Auditor-General and the Accounting Officer the audited Annual Financial Statements to be included in the Annual Report;
- reviewed the Auditor-General's management letter and management responses;
- reviewed the accounting policies and practices;
- evaluated the audited Annual Financial Statements to be included in the Annual Report and, based on the information provided to the Audit Committee, considered that the said statements comply in all material respects with the requirements of the MFMA and Treasury Regulations as well as the statements of Generally Recognised Accounting Practice (GRAP).

The Committee concurs and accepts the conclusions of the Auditor-General on the Annual Financial Statements and is of the opinion that the audited Annual Financial Statements be accepted and read together with the report of the Auditor-General.

The Audit Committee also notes the Emphasis of Matters: Irregular Expenditure - Relating to performance bonuses and to supply chain management regulations - R4.56m; Unauthorised expenditure to the amount of R2.4 million, as the total budget was exceeded.

The Audit Committee also notes the Auditor General's remarks under the headings "Report on Other Legal and Regulatory Requirements", "Internal Control" and "Investigation". The Audit Committee notes, with concern, that the accounting officer does not exercise adequate control over reporting and compliance with laws and regulations nor were the financial statements were not sufficiently reviewed for accuracy and compliance.

7. CONCLUSION

I would like to thank my colleagues for making themselves available to serve on this Committee and for the significant contribution that they have made. As an Audit Committee, we rely to a great extent on the Manager: Internal Audit and his staff in the Internal Audit Section of the Ugu District Municipality for their support and assistance and, in particular, for the role they continue to play in improving the accounting and internal auditing systems and controls at the Municipality. We are indebted to them for their efficient service and assistance.

We are also grateful to the Chief Financial Officer, the Auditor-General and other invitees to our meetings, including the external service providers, all of whom provided invaluable information to the Committee.

Mr Anil Ramnath

Chairperson: Umzumbe Municipality Audit Committee

Date: 25 January 2011

5. FUNCTIONAL AREAS

The paragraph below reports on functional areas and development for the year under review.

5.1 MUNICIPAL MANAGER'S OFFICE

5.1.1. PLANNING

Development planning is that part of the municipality which is responsible for land applications; developments land administration of the municipality, linking IDP and spatial planning. Municipality's Performance System is aligned to the Integrated Development Plan (IDP), and used to monitor and report on progress and implementation thereof.

Integrated Development Planning

The 2009-2010 IDP was adopted by Council. Everyone has the right to access IDP of Umzumbe. It is a people's document which directs all planning and budgeting of the municipality. The plan supersedes all development plans of the municipality. Umzumbe's IDP is in line with the MSA No. 32 of 2000 and is aligned with national, provincial and district policies and objectives.

Performance Management System (PMS)

The municipality developed its Organisational Performance Management System (OPMS). Support on Performance Management System of the municipality was provided by ESP Consulting which was subcontracted by the Provincial Department of Co-operative Governance and Traditional Affairs. This kind of support was between July and November 2009. Support was in preparation of audit working paper files for performance information, OPMS training workshops, etc. Performance contracts for the Municipal Manager and Section 57 employees were developed and approved after the approval of the SDBIP.

5.2 CORPORATE SERVICES

The Corporate Services Department is divided into two sections, namely:

5.2.1. Administration and Support Services Section

The Administration and support section provide essential services and management of physical facilities. It is divided into sub-programmes as:

Secretariat - provides secretarial support to Council and its portfolio committees as well as to the Management Committees.

Registry - ensures proper record management, safe keeping of all municipal documents and easy retrieval of documents

Reception - serves as a first point of contact with the municipality. Assists in providing general information to the public and to the Municipal clients by ensuring compliance with Batho Pele principles

Information Technology - integrates and share information among application systems in the Municipality so as to optimise on the Information and Communication. It also provides management practices for aligning resources to improve municipal performance and help different Departments to better execute their core functions

5.2.2. Human Resources Section

Provides operational excellence and assist to further develop the potential of the human capital within the organisation by helping in areas of organisational design and structuring and job analysis, recruiting high calibre candidates for managerial professional and technical positions, administer benefits and payroll processes, training needs assessment and training needs analysis, among others, to enable the Municipality to meet its strategic objectives

5.3 FINANCIAL SERVICES

The management of the municipal finances involves both a strategic and operational component. Strategically, the finances must be managed to accommodate fluctuations in the economy and the resulting changes in costs and revenues. Operationally, the municipality must put in place clear financial goals, policies and tools to implement its strategic plan.

The overall strategic plan is to ensure that there is transparency, accountability and sound financial management. Forming part of this plan are key performance areas such as : ensuring that all statutory reporting is compiled and submitted to the different spheres of government timeously, annual financial statements are prepared in accordance with GRAP and submitted on time, effective and efficient utilisation of financial resources, compliance to the Supply Chain Management Policy and the maintenance of assets effectively with respect to additions; disposals; impairments on the assets register.

Formed with a purpose to manage this strategic and operational component of municipal finance, the Financial Services Department is headed by the Chief Financial Officer and comprises the following sections:

- Income and Expenditure
- Budget and Treasury
- Supply Chain Management

Income and Expenditure - The Manager: Income and Expenditure is responsible for salaries administration, creditors management, VAT compliance, government grants administration, maintenance of assets and investments.

Budget and Treasury - The Manager: Budget and Treasury is responsible for ensuring that budgets are prepared, budgets are effectively utilised, reporting to National treasury and other spheres of government and financial forecasting.

Supply Chain Management - The Manager : Supply Chain Management is responsible for the implementation of the Supply Chain Management policy and ensuring that the goods and services are procured in manner which are transparent, competitive, equitable, cost effective and fair.

5.4 TECHNICAL SERVICES

The Technical Services department is mandated to provide infrastructural services:

- Project Management
- Housing Unit

Objective

To provide high quality infrastructure services that will enhance the better standard of living for the people of Umzumbe. For instance, water, sanitation, roads, community facilities and housing.

Strategies

In order to achieve the above, the municipality embarked on the following strategies: Prioritization of the extension of bulk reticulation of water to nodal areas, service centers and densely populated areas, services centers and densely populated areas to enable piped water supply in accordance with viable thresholds. This will yield two-tier system- stand pipes in public areas, household connections to those who can afford it

Provision of boreholes and spring protection tanks at communal locations (social facility sites, taxi ranks, and prioritized community gardens for economic development).

Educating households on safe, hygienic and prudent water in water tanks as immediate relief program and to those areas that do not having access to portable water.

Establishment of roads hierarchy with Bus routes and emergency services that provide links to the adjoining municipalities.

District routes that provide access to all community facilities and key community projects.

Pedestrian and vehicular Access Routes that provide access to the rest of Umzumbe but prioritizing households with disabled people.

Ensuring a well maintained road hierarchy that gives high order access to densely populated areas and strategic community facilities and projects.

Developing a hierarchy and the maintenance of community Facilities within Umzumbe Municipality area

Reducing the level of crime by providing sports facilities for the youth

Providing adequate housing / shelter for the betterment of humankind

Cooperative Development

This programme focuses on building the capacity of cooperatives within Umzumbe and the establishment of secondary cooperatives while linking them with various market opportunities

Tourism Development and Support

This programme is focusing on identifying tourism opportunities and nodes that have potential for promoting tourism and develop them into packages while assisting beneficiaries in doing feasibility studies for tourism development.

5.4.2 COMMUNITY SERVICES

This Unit is headed by the Manager: Community Services who is responsible for all the activities that seeks to address the basic social challenges faced by the people of Umzumbe. The functioning of this unit seeks to fulfil the constitutional mandate which is found from the Constitution of SA act 108 of 1996 chapter 7 (151) & 152 which has the following objectives

- To provide democratic and accountable government for communities
- To ensure the provision of services to communities in a sustainable
- To promote social and economic development
- To encourage the involvement of communities and community organisations in the matters of local government.

The Community Services Unit is responsible for the following key functions

- Develop policies for the management of the municipal community facilities ;
- Facilitates the implementation of poverty alleviation programmes;
- Develop and implement a programme for working with civil society organisations including AmaKhosi;
- Mobilise the resources for the implementation of the social development programmes;
- Manage the implementation of the Community Development Workers Programme and further Develop partnership between CDW's and Government Social Cluster Departments
- Co-ordinate District, Provincial and National calendar events;
- Establishment of Special Programmes Structures such as (Youth, HIV and AIDS, Disability, Gender and Senior Citizens)
- Facilitate Social Service Delivery Events aimed at assisting poor people with ID Applications, Grants and Pension Application.
- Provision of Indigent people with Alternative Energy (Gel Stoves, Gel and Oil Lamp)

5.5. SOCIAL AND ECONOMIC DEVELOPMENT

The Department of Social and Economic Development is headed by the Director: Social and economic Development. This department has four units, i.e. Community services, Local Economic Development, Special Programmes and Disaster Management Services Unit. Three units are fully functional and there are efforts of making the fourth unit (Special Programmes) working. This is a new department that was established during the year 2007/2008, which was informed by the challenges that the people of Umzumbe municipality are facing such as the high level of poverty, unemployment, HIV/AIDS and other pandemic diseases, low levels of education, slow pace of economic growth, disasters and lack of access to basic services such as social grants, Identity documents, etc.

The Constitution of 1996 requires that a municipality "must structure and manage its administration and budgeting and planning processes to give priority to the basic needs of the community and to promote the social and economic development of the community. Therefore a country's economic development is related to its human development, which encompasses, among other things, health and education. These factors are, however, closely related to economic growth so that development and growth often go together, while Local Government is not directly responsible for creating jobs rather; it is responsible for taking active steps to ensure the overall economic and social conditions of the locality are conducive to the creation of employment opportunities.

5.5.1. Local Economic Development

According to World Bank - LED is the process by which the public, business and NGOs partners work collectively to create better conditions for economic growth and employment creation.

This Unit is head by the Manager: Local Economic Development who is responsible for all the activities associated with economic development initiatives which include the following key functions;

- Agricultural Development Programme

This programme focuses on identifying agricultural projects that will be able to stimulate economic development and assist project beneficiaries to fight poverty

- SMME Development and Support

This programme focuses on Assisting the SMME's of Umzumbe with Capacity building and technical support and further link them with other business sectors aiming for improving their productivity.

- Cooperative Development

This programme focuses on building the capacity of cooperatives within Umzumbe and the establishment of secondary cooperatives while linking them with various market opportunities.

- Tourism Development and Support

This programme is focusing on identifying tourism opportunities and nodes that have potential for promoting tourism and develop them into packages while assisting beneficiaries in doing feasibility studies for tourism development.

- Performing Arts Development programme

This one is aimed at identifying the local talent and build capacity to artists so that such talent is commercialised by providing support and promotion of local talent, which includes drama, Ingoma, music, dance, etc.

5.6 ANNUAL PERFORMANCE REPORT

Municipal Manager's Office

KPA	OBJECTIVES	KEY PERFORMANCE INDICATORS	2009/2010 SDBIP TARGET	ACTUAL TARGET ACHIEVED	MEASURES TO IMPROVE PERFORMANCE/ CHALLENGES
Institutional Development and Transformation	To ensure establishment of all core municipal policies and system as required by law	IDP preparation for 10/11 Financial Year	Credible Adopted IDP that complies to DLTGA requirements	IDP 2010/2011 document completed	Target Achieved
Institutional Development and Transformation	To ensure establishment of all core municipal policies and system as required by law	PMS Preparation for both 09/10 and 10/11	Adopted PMS Framework, SDBIP and 4 Quarterly Review Reports	Reviewed PMS Policy	Target Achieved
Institutional Development and Transformation	To ensure establishment of all core municipal policies and system as required by law	Spatial Development Framework Review for 10/11 fy	Reviewed SDF for 10/11 financial year	Not adopted as PDA was not yet approved by Cogta	Submission of an SDF application to Cogta
Institutional Development and Transformation	To ensure establishment of all core municipal policies and system as required by law	Institutional Plan Preparation for 10/11 fy	Adopted Financial Plan for 10/11 financial year	Institutional Plan 2010/2011 Incomplete	Lack of funding
Institutional Development and Transformation	To ensure establishment of all core municipal policies and system as required by law	Translation of IDP from English to Zulu Language	Translated IDP	translation of IDP from english to Zulu is Incomplete	Limited funding
Institutional Development and Transformation	To ensure establishment of all core municipal policies and system as required by law	Training of Councillors on PMS Policy and SDBIP	Trained Councillors on PMS Policy and SDBIP	Training conducted by shared services personnel	Target Achieved

KPA	OBJECTIVES	KEY PERFORMANCE INDICATORS	2009/2010 SDBIP TARGET	ACTUAL TARGET ACHIEVED	MEASURES TO IMPROVE PERFORMANCE/ CHALLENGES
Preparation of an internal communication plan	To ensure functionally community participation mechanisms	Copy of a communication plan	Internal Communication plan	Target not met. A draft internal communication plan has been prepared and will be tabled at Council meeting for approval, in the next financial year.	No measures for improvement required
Rebranding of Municipal vehicles with new corporate brand	To ensure functionally community participation mechanisms	New logo stickers in all municipal vehicles	8 vehicles & 2 tractors & 01 grader fully branded	All Municipal vehicles and tractors have been branded with the new corporate identity	no measures for improvement required
Procurement of branding and promotional material bearing new logo	To ensure functionally community participation mechanisms	Branding material procured	4 pull up banners, 4 tear drop banners, 1 conference banner and any other promotional material	Target met. Two pull up banners have been procured in the last quarter of the financial year and 200 golf shirts and name tags have been procured to improve visibility of the ward committee programme. The procured material is awaiting distribution to the ward committee members	the project has been included in the 2010/11 financial year

Official launch of new Umzumbe corporate logo	To ensure functionally community participation mechanisms	Official launch of new logo	Launch of new logo and letterhead	Target met. New Corporate identity was officially launched in the 1 st quarter of the financial year. Communication has been circulated to all HOD's to ensure compliance with the departments new letterhead. All departments are currently complying with the new corporate ID.	No measures for improvement required
Plan and implement Mayor's publicity programme	To ensure functionally community participation mechanisms	Copies of radio and print adverts	ongoing	Target met. Monthly Mayoral slots on ukhozi fm are still progressing as per the Mayor's publicity programme. The contract for radio slots on radio Sunny South was not renewed in the second quarter of the financial year 2009/10, due to lack of good listenership for the radio station	No measures for improvement required
Procure and facilitate installation of external directional signage at different entry points of the municipality	To ensure functionally community participation mechanisms	Directional signage procured and erected at strategic entry points	9 directional signs placed at entry points	Specifications have been designed but the targets for the 2 nd and 3 rd quarter have not been met on this project due to budget constraints. Projects will be budgeted for in the new financial year 2010/2011.	service provider to design and place signs at all entry points appointed. Budget has been secured for 10/11 financial year
Manage media relations activities	To ensure functionally community participation mechanisms	Media briefings and press releases	Arrange media briefings, send out press releases and facilitate media interviews	Target met. Radio interviews with ukhozi FM and Izwi Lomzansi FM were held during the third quarter as part of an intervention to	no measures for improvement required

				correct the perceptions on the issue of double payment of staff salaries in the month of December 2009. Responses to media queries were forwarded through media statement to Isolezwe newspaper and South Coast Fever in the month of January 2010.	No measures for improvement required
Research and produce Mayor's radio scripts and events presentations	To ensure functionally community participation mechanisms	Copies of radio scripts and speeches	Radio scripts for all Ukhozi FM presentations and speeches for provincial / major events	Target met. Radio scripts for all radio interviews have been prepared, research done and speeches for Mayoral presentations at major events produced	No measures for improvement required
Plan and Implement market and media relations activities to enhance a positive image of the municipality	To ensure functionally community participation mechanisms	Copies of positive media articles/features	Local and mainstream media sharing good relations with the municipality	Interviews and briefing sessions have been arranged with mainstream media for the Mayor and the Municipal Manager to build good relations with media. Isolezwe, Ukhozi FM and Ilanga newspaper have constantly provided good coverage for the municipality. Local Media has been invited to all Municipal events and activities in the last three quarters of the financial year.	No measures for improvement required
Manage and coordinate Municipal events and functions	To ensure functionally community participation mechanisms	Events schedule and events reports	Maximum attendance at events, better coordination and planning of logistical	Target met. A schedule of events has been prepared and posted on the Municipal Website.	No measures for improvement required

			requirements	<p>Events held in the last three quarters include: Sod Turning Events, Budget Roadshows, official launch of Youth Advisory Centre point, Youth day Celebration. The following sod turning events have been held from December 2009: Mlamula access road (Ward 12), Ntengele Access Road (Ward 5), MkhaliPhi Bakery (Ward 08), Esivandeni Access road (Ward 04), Nkoben and Little Pony Creche (Ward 09), and Budget road shows were held as follows: Dweshula Sportsground (Ward 01, 19 April), Mabuthela Sportsground (Ward 14, 03 May), Ngoleleni Sports ground (Ward 11, 10 May)</p>	
Quarterly updating of municipal website content	To ensure functionally community participation mechanisms	Update reports on web content	Website updated at least once in quarter	Target partially met. Umzumbe Municipality website was finalized in the third quarter of the financial year. Since its finalization, new information is	No measures for improvement required

				constantly being added on the website every quarter, which includes pictures of all Councillors, adverts for employment positions, events reports, compliance reports, etc. however, DBSA, as the host for the site has advised that preparation be done to move the site to an external hosting company due to space limits and our preference for a domain name. currently the website accessed via: http://: Umzumbe.local.gov.za	
Payment of Ward Committee stipends	To ensure functionally community participation mechanisms	Reports on the payment of ward committee stipends	Stipends deposited to bank accounts of ward committee chairpersons timeously	Target not met. Delays in payment of ward committee stipends have been noted in last the last three quarters due to late submission of attendance registers by certain councilors still using personal accounts for ward committee stipends instead of a separate accounts as per the resolution, however, stipends are continually deposited to the bank accounts of ward councilors as chairpersons of ward committees	Regular Submission of attendance registers every month

Sharing of best practices	To ensure functionally community participation mechanisms	Reports on sharing of best practices	Visit to identified municipality share practices	Target not met. Project delayed due to no response from Indwedwe Municipality. Other Municipalities have now been approached for this project	Senior Communications Manager to make a follow up
Produce and distribute Inkanyezi yoMzumbé internal newpper	To ensure functionally community participation mechanisms	Copies of newsletters printed	All quarterly publications, (one publication per quarter)	Targets partially met. 2 nd and 3 rd quarter newsletter copies (Inkanyezi yoMzumbé) have been printed and distributed to various areas within Umzumbé municipality. Other copies have been circulated at Budget Roadshows in the third quarter of the financial year. No newsletter has been compiled in the 4 th quarter to unavailability of budget.	Insufficient budget
To assist students that are funded by the Municipality to further their studies, to complete their courses and assist students with registration fees	To ensure functionally community participation mechanisms	Funded students through external bursaries	Management of the external bursary programme	45 young people have been assisted with the registration fees in the 3 rd quarter, to access Tertiary institutions of their choice and pursue their studies. Out of the ten students who obtained bursaries from the municipality, one student has graduated and the other one has now secured funding from the NSFAS programme.	No measures for improvement required

Sports Development	To ensure functionally community participation mechanisms	Best talent in sports identified and developed	Sporting activities develop talent	Target met. Mayoral cup Tournament was successfully held in the second quarter of the financial year and recreation was identified to partner with Umzumbe during the Implementation of the Turton beach Games Tournament, where young people were afforded a chance to compete in different codes and the best talent was sported	No measures for improvement required
HIV/AIDS awareness and Career Guidance in high schools	To ensure functionally community participation mechanisms	Reports on campaigns/picture of campaigns	Educational campaigns in high schools	Target met. A career exhibition day was held in the 4th quarter of the Financial year at Ophepheni Education Centre with more than 1000 learners in attendance and various exhibitors from private companies and tertiary institutions giving out information	No measures for improvement required
To ensure a smooth functioning of the youth advisory centre	To ensure functionally community participation mechanisms	Youth advisory centre functional	100% functioning the youth advisory centre	Target met. The youth advisory centre point was launched during the 3 rd quarter of the 2009/10 financial year. The centre has adequate staff complement and branding material has been obtained. The centre is currently functioning at 100%.	No measures for improvement required

Preparation for SALGA games	To ensure functionally community participation mechanisms	SALGA Games	Participation at SALGA Games	Targets Met. Umzumbe Municipality participated in the 2009 SALGA games, which were Hosted by Umgungundlovu Municipality in Decemebr 2009. In preparation for the 2010 SALGA games, accommodation has been identified in Richardsbay, where the this activity will take place, bookings have been made and a deposit has been paid.	No measures for improvement required
Drugs and Substance abuse awareness campaign	To ensure functionally community participation mechanisms	Create awareness and prevention on the drugs and substance abuse to the youth	host drugs and substance abuse workshop	Target met. Drugs and substance abuse workshop was held at Ophepheni Education Centre in the 3rd Quarter of the financial year. The workshop was conducted in collaboration with Ugu District Municipality and the National Cancer Association. Aproximately 300 young people attended the workshop.	No measures for improvement required
Paint A school Programme	To ensure functionally community participation mechanisms	Identify schools from previously disdvantaged communities, obtain volunteers and ensure repainting of the identified schools	Painting of 4 needy schools within umzumbe municipality	Target Not met. Due to lack of adequate financial resources and the project has not been implemented in the current financial year. Funding proposals have been submitted to external agencies	To seek donation from private partners and other Goverment stakeholders

				to source funding for this project in the next financial year. the process of identifying needy schools has unfolded, the project is now scheduled for August in the new financial year	
To provide a platform for 10 young people to gain work experience within the municipality so that they become employable in the job market	To ensure functionally community participation mechanisms	10 Youth graduates employed & placed in different department to gain experience	Provide skills and experience to the youth to increase their opportunities for employment	Target met. Out of 10 Youth graduates, nine have received formal computer training to improve their computer skills. Reports from HODs where graduates have been placed also indicate positive progress for most graduates. Job Descriptions for all graduates have been prepared	No measures for improvement required
Commemoration of 33rd Anniversary of the Soweto Uprising	To ensure functionally community participation mechanisms	coordination and implementation of the Youth Month Celebration Event	Youth participation in commemoration of the Soweto Youth Uprising	Targets met. A youth celebration was held at Mabuthela Sports Ground in ward 14 during the last quarter of the financial year. About 1500 Young people attended the celebration	No measures for improvement required
Drivers Licence Programme	To ensure functionally community participation mechanisms	Equip young people with driving skills to improve their chances of getting employment	19 young people enrolled in the driving licence programme	Target partially met. 9 Young people have been identified and enrolled into the programme. An orientation session is due to take place on the 09th July 2010. However, a challenge has been identified with regards to accommodation/travelling arrangements due	Not all identified young people passed

				to the fact that all beneficiaries are expected to meet at a central point with the service provider for the lessons. Some of the beneficiaries have to travel from far distances to the central point and are currently not reimbursed for the travelling costs.	
Establishment of Youth Co-operatives	To ensure provision of capacity building and special attention to Youth Development	To improve business skills and encourage youth owned businesses	Establish 19 Youth Managed Cooperative Business	3rd Quarter Target. A service provider has been appointed to provide training and assist young people to register their cooperative businesses. The training process has not yet taken off the ground. The selection process is still under discussion. The training is now scheduled for August 2010 in the next financial year.	

ADENDUUM

2010 Soccer world Cup Community Viewing Areas	To provide an opportunity for umzumbe community to experience the world cup sporting event	to provide a platform for community to view the 2010 soccer world cup games on big screens in 5 identified areas		Target met. Community Viewing areas were identified in 4 clusters of the municipality and the following games were viewed on big screen: South Africa vs Mexico at ward 18, Ivory Coast Vs Portugal at ward 09, South Africa Vs France at ward 05, Portugal Vs Brazil at ward 06, and Germany Vs Argentina at Ward 16 (starting from June 11 to July 03)	No measures for improvement required
---	--	--	--	--	--------------------------------------

Financial Services Department

KPA	OBJECTIVES	KEY PERFORMANCE INDICATORS	2009/2010 SDBIP TARGET	ACTUAL TARGET ACHIEVED	MEASURES TO IMPROVE PERFORMANCE/ CHALLENGES
Financial Viability	To ensure financial viability and conformity with MFMA	Preparation of 2010/2011 Annual Budget	Approved 2010/2011 Annual Budget	The 2010/2011 Annual Budget was approved in May 2010	No measures for improvement required
Financial Viability	To ensure financial viability and conformity with MFMA	Preparation of a financial mid-term review or adjustment budget for 2009/2010	Approved 2009/2010 adjustment budget	The 2009/2010 adjustment budget was approved in January 2010	No measures for improvement required!
Financial Viability	To ensure financial viability and conformity with MFMA	Monthly Budget Statements in terms of section 71 of the MFMA produced timeously i.e. by no later than the 10th of each month	12 Monthly Financial Reports submitted to the Accounting Officer and Provincial Treasury before the 10th of each month	All monthly Financial Reports were submitted to the Accounting Officer and Provincial Treasury before the 10th of each month	No measures for improvement required!
Financial Viability	To ensure financial viability and conformity with MFMA	Preparation of 2008/2009 annual financial statements in GRAP and GAMAP Compliance	Audited Annual Financial Statements for 2008/2009 with a better audit opinion in Auditor-General's Report	The 2008/2009 annual financial statements were prepared in compliance with GRAP and GAMAP. Received an unqualified audit opinion.	No measures for improvement required
Financial Viability	To ensure financial viability and conformity with MFMA	Tabling of Audit Report by Auditor-General and compilation of corrective measures to address issues raised by Auditor-General.	Issues raised by Auditor-General in his Audit Report are dealt with by the Council.	The audit report together with the corrective measure was tabled to council in January 2010	No measures for improvement required

FINANCIAL VIABILITY	To ensure financial viability and conformity with MFMA	Supply the financial related items to the Accounting Officer for inclusion in the Annual Report for 2008/2009 financial year.	Financial related items are included in the Annual Report	The AFS and other related items were supplied to the Accounting Officer for inclusion in the Annual Report for 2008/2009 financial year	No measures for improvement required
FINANCIAL VIABILITY	To ensure financial viability and conformity with MFMA	Compile a schedule of accruals or commitments for 2008/09 on expenditure	A schedule of commitments / accruals is compiled	During the preparation of the AFS, the schedule of commitments / accruals was compiled	No measures for improvement required
FINANCIAL VIABILITY	To ensure financial viability and conformity with MFMA	Capacitate staff members on 2009/10 budget as well as identifying funding sources when requesting goods or services	Each department manage its own budget	Staff have been capacitated on budget issues and funding sources were identified	No measures for improvement required
FINANCIAL VIABILITY	To ensure financial viability and conformity with MFMA	Report all Closing bank balances for 2008/09 to Auditor-General, Provincial Treasury within 30 days after 2008/09 financial year in terms of the MFMA	Compliance with MFMA	This was not done as there was a staff capacity problem.	Dates have been diarised, resulting in the successful submission of the 2009/10 report.
FINANCIAL VIABILITY	To ensure financial viability and conformity with MFMA	Recording of receipts and payments in the cash book	The actual receipts and payments are recorded in the cash book	All receipts and payments are recorded and processed in the cash book	No measures for improvement required
FINANCIAL VIABILITY	To ensure financial viability and conformity with MFMA	Updating General Ledger on a monthly basis	Updated General Ledger	The General Ledger was updated on a monthly basis	No measures for improvement required
FINANCIAL VIABILITY	To ensure financial viability and conformity with MFMA	Prepare the bank and creditors reconciliation	The bank and creditors are reconciled on a monthly basis	Bank and creditors reconciliation were prepared on a monthly basis	No measures for improvement required
FINANCIAL VIABILITY	To ensure financial viability and conformity with MFMA	Paying internal and external audit fees within a reasonable time upon the receipt of the invoice coupled by schedule of hours and project done	The internal and external auditors are paid within 30 days after the receipt of the invoice	Internal and external auditors were paid within 30 days after the receipt of the invoice	No measures for improvement required

FINANCIAL VIABILITY	To ensure financial viability and conformity with MFMA	Paying service providers within 30 days upon the receipt of the invoice	General expenses are paid within 30 days after the receipt of an invoice.	In instances where there were queries, the payments were delayed until the issues were resolved	Advise suppliers about valid tax invoices, all invoices to be received at a central point and stamped
FINANCIAL VIABILITY	To ensure financial viability and conformity with MFMA	The payments to construction service providers are made when there is a payment certificate	The contractors are paid for work done	Authorized payment certificates were used to support payments to construction contractors	No measures for improvement required
FINANCIAL VIABILITY	To ensure financial viability and conformity with MFMA	Compile VAT 201 Returns	Compliance with SARS directive on VAT issues.	All VAT 201 forms were submitted to SARS timeously	No measures for improvement required
FINANCIAL VIABILITY	To ensure financial viability and conformity with MFMA	Departmental Budget Control Spreadsheet	Proper Management of Departmental Budget	The finance department managed the Departmental Budget properly	No measures for improvement required
FINANCIAL VIABILITY	To ensure financial viability and conformity with MFMA	Introduction of EFT	EFT is introduced	We have a system of EFT in place which serves as an electronic payments system and works in a similar way to the EFT. We have also met with ABSA bank and the first phase of registering has been completed for full EFT.	No measures for improvement required
FINANCIAL VIABILITY	To ensure financial viability and conformity with MFMA	Authorising the payroll prior to salary payments. Salaries paid on the 20th of each month and salary advices are available as from the 18th of each month.	The payroll is authorised prior to the salaries payments being made. The salaries are paid on the 20th of each month. The salary advices are available as from the 18th of each month.	The salaries were authorized and paid on time. Pay slips were also made available from the 18 th of each month.	No measures for improvement required

FINANCIAL VIABILITY	To ensure financial viability and conformity with MFMA	Paying 3rd parties before the 7th of each month	Payments to 3rd parties are made not later than 7th of each month.	Payments to 3rd parties were made timeously	No measures for improvement required
FINANCIAL VIABILITY	To ensure financial viability and conformity with MFMA	Financial information to Payday software is reconciled to financial information in the Accounting System	Financial information to Pay Day software is reconciled to Accounting System (i.e. Pastel)	Journal entries were processed to align the two systems.	No measures for improvement required
FINANCIAL VIABILITY	To ensure financial viability and conformity with MFMA	Monthly accrual of payments to 3rd parties	The accruals to 3rd parties are made on a monthly basis	The accruals to 3rd parties were made on a monthly basis	No measures for improvement required
FINANCIAL VIABILITY	To ensure financial viability and conformity with MFMA	Issue IRP5's to employees within reasonable time	IRP5's are issued to employees and councillors within a reasonable time.	All IRP5's were made available to employees and councillors timeously	No measures for improvement required
FINANCIAL VIABILITY	To ensure financial viability and conformity with MFMA	The personnel cost for interns is properly accounted for	The salaries budget for finance department is properly managed	The personnel cost for interns was properly accounted for	No measures for improvement required
FINANCIAL VIABILITY	To ensure financial viability and conformity with MFMA	Authorize the financial inputs to Pay Day prior to the capturing	The financial input captured in Pay Day System are authorised	All financial input captured in Pay Day System were authorised prior to processing	No measures for improvement required
FINANCIAL VIABILITY	To ensure financial viability and conformity with MFMA	Review of S & T policy (i.e. 500km deduction and the rate claimable)	Reviewed of S & T policy	S & T policy was reviewed	No measures for improvement required
FINANCIAL VIABILITY	To ensure financial viability and conformity with MFMA	Compilation of Asset Register in GRAP compliant and asset counting	The asset register is compiled and the annual asset count performed	Asset register was compiled for the AFS and the asset count performed for the year	No measures for improvement required
FINANCIAL VIABILITY	To ensure financial viability and conformity with MFMA	Additions, disposals, written offs, depreciation etc are updated in the Asset Register	Updated fixed asset register is kept	The fixed asset register was updated and safely kept	No measures for improvement required

FINANCIAL VIABILITY	To ensure financial viability and conformity with MFMA	Reconciliation of Fixed Asset Register and the General Ledger	Reconciled asset register to the general ledger	The asset register was reconciled to the general ledger	No measures for improvement required
FINANCIAL VIABILITY	To ensure financial viability and conformity with MFMA	Maintenance of computer equipment	All finance officials have sufficient working tools	The finance staff have computer equipment to perform their duties	No measures for improvement required
FINANCIAL VIABILITY	To ensure financial viability and conformity with MFMA	Acquire office furniture for finance officials	Finance officials have sufficient furniture to perform their duties	Finance officials have sufficient furniture to perform their duties	No measures for improvement required
FINANCIAL VIABILITY	To ensure financial viability and conformity with MFMA	Insure municipality's assets	The municipality's assets are insured	Refer to Corporate Services	Refer to Corporate Services
FINANCIAL VIABILITY	To ensure financial viability and conformity with MFMA	Update Investment Register	Updated Investment Register	The investment register has been updated	No measures for improvement required
FINANCIAL VIABILITY	To ensure financial viability and conformity with MFMA	Invest surplus money if any	Surplus monies are invested to earn interest	All surplus monies have been invested and earned interest	No measures for improvement required
FINANCIAL VIABILITY	To ensure financial viability and conformity with MFMA	Advise the Accounting Officer if any goods or services requested is likely to result in an unauthorised, irregular, fruitless and wasteful expenditure	The unauthorised, irregular, fruitless and wasteful expenditure is prevented	The accounting officer is advised if there are any unauthorised, irregular, fruitless and wasteful expenditure	No measures for improvement required
FINANCIAL VIABILITY	To ensure financial viability and conformity with MFMA	The requisition forms are acted upon very quickly to place orders	The orders are authorised and placed immediately after the authorised requisition form	Orders are authorized after an authorized requisition	No measures for improvement required
FINANCIAL VIABILITY	To ensure financial viability and conformity with MFMA	Orders are placed after an authorised requisition form	Orders are authorised after an approved requisition form	Orders are authorized after an authorized requisition	No measures for improvement required

FINANCIAL VIABILITY	To ensure financial viability and conformity with MFMA	At least three quotations are requested immediately from suppliers in our database after an approved requisition form has been received	At least three quotations are obtained prior to placing an order	In a situation whereby less than three quotations are obtained a reason is stated in the quotation summary.	No measures for improvement required
FINANCIAL VIABILITY	To ensure financial viability and conformity with MFMA	Bids documents are adjudicated within reasonable time after it has been evaluated.	The appointment of service providers is not delayed	There were delays such as non availability of staff, in adequate reports from other committees	The bid committees now have certain days on which to meet in order to facilitate the appointment of service providers. Training will be also done to capacitate members of the committees.
FINANCIAL VIABILITY	To ensure financial viability and conformity with MFMA	Rotation of suppliers	The suppliers in our database are rotated	Supplier rotation is monitored through frequency of payments and the frequency of use of the supplier for events.	No measures for improvement required
FINANCIAL VIABILITY	To ensure financial viability and conformity with MFMA	Open a file for each contract or tender	The separate files are kept for each contract or tender with relevant documentation	Tender documents are filled separately under Technical Services	No measures for improvement required
FINANCIAL VIABILITY	To ensure financial viability and conformity with MFMA	Report to provincial treasury all bids of at least R100,000 awarded to service providers	The Supply Chain Management Regulations are complied with	All bids of at least R100,000 awarded to service providers were reported to provincial treasury using their website	No measures for improvement required
FINANCIAL VIABILITY	To ensure financial viability and conformity with MFMA	Review municipal supply chain management policy	The likelihood of being challenged in the court of law by the service providers is minimal and our advert is clear and understood by the bidders	The policy was reviewed	No measures for improvement required

FINANCIAL VIABILITY	To ensure financial viability and conformity with MFMA	The Preferential Procurement Policy Framework Act, of 2000 is taken into account to all our bids	Our bids consider the HDIs, women, disability, SMMEs, local suppliers etc.	The bids complied with the Preferential Procurement Policy Framework Act, of 2000	No measures for improvement required
FINANCIAL VIABILITY	To ensure financial viability and conformity with MFMA	The municipality deals with the organised service providers in terms of being registered and taxation status is in order	The service providers that we are dealing with are registered and are paying tax.	The service providers present evidence of being registered with SARS	No measures for improvement required
FINANCIAL VIABILITY	To ensure financial viability and conformity with MFMA	Capacitate the Staff members in SCM	Employees understand the principles of SCM	Training had been attended by staff	No measures for improvement required
FINANCIAL VIABILITY	To ensure financial viability and conformity with MFMA	Updating of Intergrated Accounting System for implementation of MPRA as well as compilation of valuation roll	The municipality has an intergrated computer system	The rate billing system has been integrated into Pastel and has been accurately billing	No measures for improvement required
INSTITUTIONAL DEVELOPMENT AND TRANSFORMATION	To ensure that the municipality operates in line with legislative requirements	Project capacity building/ training for SDBIP to lower staff	Municipality officials capacitated on PMS and SDBIP	Staff have been capacitated during meetings and operations	No measures for improvement required
FINANCIAL VIABILITY	To ensure the Municipality avoids negative AG opinion	Timeous response to Auditor General and Internal Audit Comments	Unqualified Audit Report obtained by Municipality in January 2010	Awarded an unqualified audit in December 2009	No measures for improvement required
FINANCIAL VIABILITY	To ensure that the Municipality avoids fruitless, wasteful and irregular expenditure	Avoidance of irregular and fruitless expenditure	All HOD's avoided irregular expenditure by end of the year	Regular monitoring and reviews were performed. In addition controls were implemented to prevent irregular expenditure	No measures for improvement required
FINANCIAL VIABILITY	To ensure that the municipality operates in line with legislative requirements	Agenda items submitted on time, seven days before Portfolio Committees, EXCO, Council	All Agenda Items submitted by HOD's seven days before Portfolio Committees, Exco and Council	Items were submitted timeously	No measures for improvement required

Technical Services Department

KPA	OBJECTIVES	KEY PERFORMANCE INDICATORS	2009/2010 SDBIP TARGET	ACHIEVED TARGET ACHIEVED	PERFORMANCE / CHALLENGES PERFORMANCE
Infrastructure Development and Service Delivery	To ensure the provision of high quality infrastructure services that will enhance the better standard of living for the people	Delivery of portable water to the 70 water storage tanks.	3360 Deliveries to the storage tanks	3920 deliveries done.	Target Achieved
Infrastructure Development and Service Delivery	To ensure the provision of high quality infrastructure services that will enhance the better standard of living for the people	Paving of Ward 17 Community Hall	Project Completion	Target was not met. The commitment was not cash backed	To include the paving of ward 17 community hall in the 2010/2011 financial year
Infrastructure Development and Service Delivery	To ensure the provision of high quality infrastructure services that will enhance the better standard of living for the people	Reconstruction of Little Pony	Project completion	Platform, foundation and blockwork has been completed.	The contractor has been instructed to double the resources
Infrastructure Development and Service Delivery	To ensure the provision of high quality infrastructure services that will enhance the better standard of living for the people	Upgrading of St Faiths Sports field	Project completion	Change rooms were renovated.	Target Achieved

Infrastructure Development and Service Delivery	To ensure the provision of high quality infrastructure services that will enhance the better standard of living for the people	Upgrading of Nomakhanzana Sports field	Project completion	The soccerfield was levelled, grassed and poles installed.	Target Achieved
Infrastructure Development and Service Delivery	To ensure the provision of high quality infrastructure services that will enhance the better standard of living for the people	Upgrading of Shibase Sports field	Project completion	The soccerfield was levelled, grassed and poles installed.	Target Achieved
Infrastructure Development and Service Delivery	To ensure the provision of high quality infrastructure services that will enhance the better standard of living for the people	Upgrading of Mathambo Sports field	Project completion	The soccerfield was levelled, grassed and poles installed.	Target Achieved
Infrastructure Development and Service Delivery	To ensure the provision of high quality infrastructure services that will enhance the better standard of living for the people	Upgrading of Ntengo Sports field	Project completion	The soccerfield was levelled, grassed and poles installed.	Target Achieved
Infrastructure Development and Service Delivery	To ensure the provision of high quality infrastructure services that will enhance the better standard of living for the people	Upgrading of Nhlasane sports field	Project completion	The soccerfield was levelled, grassed and poles installed.	Target Achieved
Infrastructure Development and Service Delivery	To ensure the provision of high quality infrastructure services that will enhance the better standard of living for the people	Supply and installation of Water Back up system (Elavated tanks)	Project completion	5000l of water tank with a stand was installed.	Target Achieved

Infrastructure Development and Service Delivery	To ensure the provision of high quality infrastructure services that will enhance the better standard of living for the people	Installation of carports and parking area.	Project completion	Carports were installed and parking bays were marked.	Target Achieved
Infrastructure Development and Service Delivery	To ensure the provision of high quality infrastructure services that will enhance the better standard of living for the people	Upgrading of Storm water at the Municipal Offices	Project completion	The trenches and concrete channels was done.	Target Achieved
Infrastructure Development and Service Delivery	To ensure the provision of high quality infrastructure services that will enhance the better standard of living for the people		16 Facilities electrified	16 facilities were electrified. Completed but waiting for power supply (lighting)	A letter has been sent to ESKOM requesting the speeding up of lighting these projects
Infrastructure Development and Service Delivery	To ensure the provision of high quality infrastructure services that will enhance the better standard of living for the people	Fodo combined primary school	Project completion	target not met Eskom delayed in getting quotation	A letter has been sent to ESKOM requesting the speeding up of lighting these projects
Infrastructure Development and Service Delivery	To ensure the provision of high quality infrastructure services that will enhance the better standard of living for the people	gebbers primary school	Project completion	target not met Eskom surveyor busy with route selection	A letter has been sent to ESKOM requesting the speeding up of lighting these projects
Infrastructure Development and Service Delivery	To ensure the provision of high quality infrastructure services that will enhance the better standard of living for the people	Gemane primary	Project completion	The MV lines were build and now waiting for ESKOM to provide outages.	A letter has been sent to ESKOM requesting the speeding up of lighting these projects

Infrastructure Development and Service Delivery	To ensure the provision of high quality infrastructure services that will enhance the better standard of living for the people	Gidela Secondary	Project completion	The MV lines were build and now waiting for ESKOM to provide outages.	A letter has been sent to ESKOM requesting the speeding up of lighting these projects
Infrastructure Development and Service Delivery	To ensure the provision of high quality infrastructure services that will enhance the better standard of living for the people	Holweni Primary	Project completion	target not met Eskom surveyor busy with route selection	A letter has been sent to ESKOM requesting the speeding up of lighting these projects
Infrastructure Development and Service Delivery	To ensure the provision of high quality infrastructure services that will enhance the better standard of living for the people	Maqhikizana Secondary	Project completion	target not met Eskom surveyor busy with route selection	A letter has been sent to ESKOM requesting the speeding up of lighting these projects
Infrastructure Development and Service Delivery	To ensure the provision of high quality infrastructure services that will enhance the better standard of living for the people	Masiphathisane Creche	Project completion	The MV lines were build and now waiting for ESKOM to provide outages.	A letter has been sent to ESKOM requesting the speeding up of lighting these projects
Infrastructure Development and Service Delivery	To ensure the provision of high quality infrastructure services that will enhance the better standard of living for the people	Matendeni creche	Project completion	The MV lines were build and now waiting for ESKOM to provide outages.	A letter has been sent to ESKOM requesting the speeding up of lighting these projects
Infrastructure Development and Service Delivery	To ensure the provision of high quality infrastructure services that will enhance the better standard of living for the people	Nkomba Primary	Project completion	The MV lines were build and now waiting for ESKOM to provide outages.	lack of capacity

Infrastructure Development and Service Delivery	To ensure the provision of high quality infrastructure services that will enhance the better standard of living for the people	Nkalokazi Lower Primary	Project completion	The MV lines were build and now waiting for ESKOM to provide outages.	A letter has been sent to ESKOM requesting the speeding up of lighting these projects
Infrastructure Development and Service Delivery	To ensure the provision of high quality infrastructure services that will enhance the better standard of living for the people	Sdakeni Creche	Project completion	target not met surveyor waiting for route selection	A letter has been sent to ESKOM requesting the speeding up of lighting these projects
Infrastructure Development and Service Delivery	To ensure the provision of high quality infrastructure services that will enhance the better standard of living for the people	Soviyo primary	Project completion	Target not met surveyor waiting for route selection	A letter has been sent to ESKOM requesting the speeding up of lighting these projects
Infrastructure Development and Service Delivery	To ensure the provision of high quality infrastructure services that will enhance the better standard of living for the people	St Anton Roman Catholic church	Project completion	The MV lines were build and now waiting for ESKOM to provide outages.	A letter has been sent to ESKOM requesting the speeding up of lighting these projects
Infrastructure Development and Service Delivery	To ensure the provision of high quality infrastructure services that will enhance the better standard of living for the people	St thomas Primary	Project completion	Target met	Achieved
Infrastructure Development and Service Delivery	To ensure the provision of high quality infrastructure services that will enhance the better standard of living for the people	Thuthuka Combined primary	Project completion	The MV lines were build and now waiting for ESKOM to provide outages.	A letter has been sent to ESKOM requesting the speeding up of lighting these projects

Infrastructure Development and Service Delivery	To ensure the provision of high quality infrastructure services that will enhance the better standard of living for the people	Thaleni Poultry Project	Project completion	Target not met surveyor waiting for route selection	A letter has been sent to ESKOM requesting the speeding up of lighting these projects
---	--	-------------------------	--------------------	--	---

INTERNAL FUNDED PROJECTS

Infrastructure Development and Service Delivery	To ensure the provision of high quality infrastructure services that will enhance the better standard of living for the people	Mlamula Access Road	Project completion	The Authorisation of the project was obtained from Department of Agriculture and Environmental Affairs.	Speeding up of the procurement processes, and instructing the appointed contractor to double the resources
---	--	---------------------	--------------------	---	--

MUNICIPAL INFRASTRUCTURE GRANT PROJECTS

Infrastructure Development and Service Delivery	To ensure the provision of high quality infrastructure services that will enhance the better standard of living for the people	Ifafa Access Bridge	Project completion	The target was met, the project is now at 100% completion.	Target met
Infrastructure Development and Service Delivery	To ensure the provision of high quality infrastructure services that will enhance the better standard of living for the people	Tate Access Road	Project completion	Project was complete and now busy with the finalisation of the closeout report	Target met

Infrastructure Development and Service Delivery	To ensure the provision of high quality infrastructure services that will enhance the better standard of living for the people	Ntengela Access Road	Project completion	The contractor was appointed and 5% of the project has been completed	The contractor has been instructed to double the resources
Infrastructure Development and Service Delivery	To ensure the provision of high quality infrastructure services that will enhance the better standard of living for the people	Manoka Access Road	Project completion	the target is incomplete it is at 95% the contractor is now busy with the wing walls	The contractor has been instructed to double the resources
Infrastructure Development and Service Delivery	To ensure the provision of high quality infrastructure services that will enhance the better standard of living for the people	Nkwanzi Access Road	Project completion	the practical completion certificate has been issued to the contractor	Target Achieved
Infrastructure Development and Service Delivery	To ensure the provision of high quality infrastructure services that will enhance the better standard of living for the people	Msikazi Bridge	Project Completion	The construction of the bridge was completed,	Target Achieved
Infrastructure Development and Service Delivery	To ensure the provision of high quality infrastructure services that will enhance the better standard of living for the people	Thoyi Access Bridge	Project completion	The construction of the bridge was completed,	Target Achieved

DISASTER PROJECTS

Infrastructure Development and Service Delivery	To ensure the provision of high quality infrastructure services that will enhance the better standard of living for the people	Nkambini Access road	Project completion	the consultant has submitted the application for additional funding to the municipality, which then has to be	After the approval of an AFA the contractor will be instructed to double the resources and a close monitoring will be done.
---	--	----------------------	--------------------	---	---

Infrastructure Development and Service Delivery	To ensure the provision of high quality infrastructure services that will enhance the better standard of living for the people	Makhaye Access road	Project completion	The construction of the road has been completed	Target Achieved
Infrastructure Development and Service Delivery	To ensure the provision of high quality infrastructure services that will enhance the better standard of living for the people	Ukhathi Access road	Project completion	The construction of the road has been completed	Target Achieved
Infrastructure Development and Service Delivery	To ensure the provision of high quality infrastructure services that will enhance the better standard of living for the people	Nkonxe Access road	Project completion	The construction of the road has been completed	Target Achieved
Infrastructure Development and Service Delivery	To ensure the provision of high quality infrastructure services that will enhance the better standard of living for the people	Ward 13 access road	Project completion	The construction of the road has been completed	Target Achieved
Infrastructure Development and Service Delivery	To ensure the provision of high quality infrastructure services that will enhance the better standard of living for the people	Khuzimpi Access road	Project completion	The construction of the road has been completed	Target Achieved

Infrastructure Development and Service Delivery	To ensure the provision of high quality infrastructure services that will enhance the better standard of living for the people	Ngcengesi Access road	Project completion	The target was not met, the project is at 85% to completion.	The contractor has been instructed to double the resources
Infrastructure Development and Service Delivery	To ensure the provision of high quality infrastructure services that will enhance the better standard of living for the people	Msinsini Access road	Project completion	The project is at tender stage. The evaluation report has been prepared and submitted to the evaluation committee.	After the appointment of the contractor, it will be instructed to double the resources and a close monitoring will be done.
Infrastructure Development and Service Delivery	To ensure the provision of high quality infrastructure services that will enhance the better standard of living for the people	Cluster B,C & D	maintenance of roads in Cluster B, C, & D	The target was met, all planned roads were maintained.	Target achieved
Infrastructure Development and Service Delivery	To ensure the provision of high quality infrastructure services that will enhance the better standard of living for the people	Cluster A Housing Project	250 houses constructed	The registration of beneficiaries has been completed and now waiting for 70% approvals to be in position to submit a tranche 2 application pack.	Immediately after reaching 70% approvals, a tranche 2 application pack will be submitted.

Infrastructure Development and Service Delivery	To ensure the provision of high quality infrastructure services that will enhance the better standard of living for the people	Cluster B Housing Project	400 houses constructed	The target was not met, a tranche application was recommended by HEAC and now waiting for MECs attention.	Immediately after signing the tripartite agreement the implementing agent will be instructed to double the resources.
Infrastructure Development and Service Delivery	To ensure the provision of high quality infrastructure services that will enhance the better standard of living for the people	Cluster C Housing Project	250 houses completed	The target was not met, there were delays in the registration of the beneficiaries especially in Ward 1,2 and 6.	Convening meetings to resolve the poor working relations between the Traditional Authority and the ward councilors.
Infrastructure Development and Service Delivery	To ensure the provision of high quality infrastructure services that will enhance the better standard of living for the people	Cluster D Housing Project	700 houses constructed	1000 houses were constructed.	Target achieved.
Infrastructure Development and Service Delivery	To ensure the provision of high quality infrastructure services that will enhance the better standard of living for the people	Nhlangwini Housing Project	tranche 2 approved	The target was not met, the submission of tranche 1 application pack has been submitted to the Regional Manager.	Having clear time frames to be met by all stakeholders i.e DOHS, Municipality and the Implementing Agent
Infrastructure Development and Service Delivery	To ensure the provision of high quality infrastructure services that will enhance the better standard of living for the people	Project capacity building/training for SDBIP to lower staff	Municipality officials capacitated on PMS and SDBIP	All junior officials were involved from the preparation up to the implementation of the SDBIP	Target achieved
Infrastructure Development and Service Delivery	To ensure the provision of high quality infrastructure services that will enhance the better standard of living for the people	Timeous response to Auditor General and Internal Audit Comments	Unqualified Audit Report obtained by Municipality in January 2009	There is an improvement, even the filing system is addressing the audit queries that was raised in the previous financial year	Target achieved

Infrastructure Development and Service Delivery	To ensure the provision of high quality infrastructure services that will enhance the better standard of living for the people	Avoidance of irregular and fruitless expenditure	All HOD`s avoided irregular expenditure by end of the year	All requisitions and payments are approved by the HOD before submitted to finance for payment.	Target achieved
Infrastructure Development and Service Delivery	To ensure the provision of high quality infrastructure services that will enhance the better standard of living for the people	Agenda items submitted on time, seven days before Portfolio Committees, EXCO, Council	All Agenda Items submitted by HOD`s seven days before Portfolio Committees, Exco and Council	All items are submitted seven days before the date of the committee meetings	Target achieved

SOCIAL AND ECONOMIC DEVELOPMENT DEPARTMENT

KPA	OBJECTIVES	KEY PERFORMANCE INDICATORS	2009/2010 SDBIP TARGET	ACTUAL TARGET ACHIEVED	MEASURES TO IMPROVE PERFORMANCE/ CHALLENGES
Local Economic Develop - ment	To thrive towards vibrant local economy	Poultry Projects: Facilitates, monitor and give training and financial support to all poultry project	Facilitate production and markets identification	Achieved Input procured for project in ward 3,4,5,6,8,10,13,14,19 and were delivered to the beneficiaries	Target achieved
Local Economic Develop - ment	To thrive towards vibrant local economy	Khayalokwa khana Arts and Craft Project	Facilitates production of quality products	Partially Achieved Khayalokwakhana received and utilized shoe making material	looking for alternitie place for construction of the project as per sunral regulations
Local Economic Develop - ment	To thrive towards vibrant local economy	Arts and Craft Develop- ment	Facilitate production and market identification	Target partially met. Umzumbe Artists were trained in 2010 readiness to improve the quality of their production to international level.	Target acheieved
Local Economic Develop - ment	To thrive towards vibrant local economy	Mkhaliphi Bakery	Facilitate production and markets identification	Target partially met. The service provider was appointed and the project is under construction..	Project still under construction
	To thrive towards vibrant local economy	Sakhisizwe	Facilitate production and markets identification	Target partially achieved The renovation of the bakery entailed roofing which was not covered in the business plan and therefore could not be covered by the funds that were available.	Project still under construction

Local Economic Development	To thrive towards vibrant local economy	SMME development and capacity building	Facilitate training and advice	Target met forms for the SMME development programmes Have been distributed to SMMEs on data base.	N/A
Local Economic Development	To thrive towards vibrant local economy	10 Women in Business	Establish Women Coop that will assist the ten women of Umzumbe to grow economically	Target met The service level agreement has been developed and the pain has been developed input have been procured	N/A
Local Economic Development	To thrive towards vibrant local economy	Develop database of cooperatives within Umzumbe	Database of cooperatives within Umzumbe	Achieved Training of co operative in Poultry and craft and sewing was conducted, 128 people benefited from this project.	Upgrading of data base regularly
Local Economic Development	To thrive towards vibrant local economy	Develop database of all agencies that are involved in SMME development	Database of all agencies that are involved in SMME development	Achieved The data Base has been developed and updated regularly	N/A
Local Economic Development	To thrive towards vibrant local economy	Engage Small Economic Development Agency (SEDA) in SMME development within the Municipality	Engage Small Economic Development Agency (SEDA) in SMME development within the Municipality	Achieved SEDA representative do consult with SMME's on Tuesdays of the week	There is no consistency in the visits made by SEDA rep. We are still engaging SEDA on the
Local Economic Development	To thrive towards vibrant local economy	Tourism Learnership	Qualified 20 Tourism officers	This project was not achieved due to budget constraints	
Local Economic Development	To thrive towards vibrant local	Furniture Producing Project	Furniture Producing	Achieved The LED section has 5 furniture producers in their data base. They have been assisted with production	Target achieved

	economy			inputs to improve their service and they also got trained in business management.	
Local Economic Development	To thrive towards vibrant local economy	Community Based Seeds Project	Give assistance to disadvantaged community members	Target met More than 1000 people have been assisted with seeds	People from all the wards benefited from this programme
Local Economic Development	To thrive towards vibrant local economy	LED Summit	Provide relevant business information and opportunities for business owners of Umzumbe	This project was not achieved due to budget constraints	Budget Constraints
Local Economic Development	To thrive towards vibrant local economy	Performing Arts	10 local artist developed and marketed	Target met Ingoma and Iscathamiya training was conducted at Nhlabamkhosi for 4 days 48 artist attended.	N/A
Local Economic Development	To thrive towards vibrant local economy	Heritage Day Celebration	Heritage Day Celebration Event	Achieved Heritage Day was hosted on the at KwaMpande in ward 10 in commemoration of the role played by Ntsezi Msane in fight against Poll tax from 1906	Target achieved
Local Economic Development	To thrive towards vibrant local economy	Training of 10 sewing cooperative in sewing	Facilitate production and markets identification	Achieved Crafters were assisted with beads from ward 08,02. Exconvicts were assisted with training in beadwork lamps, beadwork and were assisted with inputs	More than 10000 people have been assisted with seeds. People from all the wards benefited from this programme
Local Economic Development	To thrive towards vibrant local economy	business management training in all four clusters (30 people per cluster)	120 entrepreneurs trained in business management	With the assistance of SEDA the target of 120 entrepreneurs was met. The training was in business management and was received by 30 people per cluster. The certificates were also handed over at Sibani.	Target achieved

	To thrive towards vibrant local economy	Tourism Business Management	10 trained tourism SMMEs in management	The training was offered by South coast tourism and was free. The recipients were members of the Tourism Forum.	N/A
	To thrive towards vibrant local economy	Flea market	Sustainable flea market	Flea market coordinating committee has been established and launched	N/A
	To thrive towards vibrant local economy	LED Forum	All LED Stakeholders participated in LED Forum	Target not met due to budget constraints	Partially met
	To thrive towards vibrant local economy	Fencing and Buying of Agricultural Input for 5 Projects Community Gardens	5 Community Gardens Projects Financially Supported	Achieved Fencing of agricultural projects was completed	N/A
	To thrive towards vibrant local economy	Ntelezi Msane Heritage Project	Ntelezi Msane Heritage Project	Achieved Business plan has been developed while negotiating with KwaShangase Family to secure land is being facilitated	this is an ongoing project
	To ensure that interests of the special groups are championed	Hosting of Disability Indaba	Trained Members of Disability Executive Committee	Achieved Disability Indaba was hosted in St Michaels from 10 th -11 September 2009	N/A

Good Governance and Community Participation	To ensure that interests of the special groups are championed	Training of 19 Disability Members on Basket Weaving	19 Disabled Members Trained on Basket Weaving	Achieved 20 members of the disability forum were trained on basket weaving for 7 days	N/A
Good Governance and Community Participation	To ensure that interests of the special groups are championed	Training of Disability Executive Members and Focul Rep from Gov. Dpts on Leadership	Executive Members Trained on Leadership	Achieved members of the disability forum were trained	N/A
Good Governance and Community Participation	To ensure that interests of the special groups are championed	Host Disability Talent and Fun Fare Day	Talent and Fun Fare Day Hosted	Achieved Talent and fun day fun was conducted in Isibanini and Gamalakhe	N/A!
Good Governance and Community Participation	To ensure that interests of the special groups are championed	Establish Ward Disability Forums	Ward Disability Forums Established	Target achieved .Disability ward sub-forums established in all 19 wards achieved	N/A!
Good Governance and Community Participation	To ensure that interests of the special groups are championed	Host Worlds Aids Day	Progress Report Provided at the end of First Quarter	Achieved World AIDS Day was hosted 02 at Kwa Shibase sport the 08 th December 2009 ground on	N/A

Good Governance and Community Participation	To ensure that interests of the special groups are championed				
Good Governance and Community Participation	To ensure that interests of the special groups are championed	HIV and AIDS Service Delivery Event at Dovadova, Mshayazafe Farms, Mnsinsini and McKenzie Farms	Service Delivery Event hosted at Dovadova and Mshayazafe Farms	This target was achieved at Dovadova, Mshayazafe service delivery event was hosted.	N/A
Good Governance and Community Participation	To ensure that interests of the special groups are championed	Training of People Living with Orphans on Home Based Care	Training done to Home Based Carers	Achieved workshop was conducted for NGOs living with orphans	Target Achieved
Good Governance and Community Participation	To ensure that interests of the special groups are championed	HIV and AIDS Awareness Campaign to High Schools (1 Awareness per cluster)	Awareness Campaign to Youth in Schools hosted	This Project was achieved at Cluster A ,and Cluster B schools	N/A
Good Governance and Community Participation	To ensure that interests of the special groups are championed	Establish of Cluster HIV and AIDS Support Groups		This project was partially achieved, 3 clusters (A,B,D) have established HIV/AIDS Support Groups	Only one cluster outstanding

Good Governance and Community Participation	To ensure that interests of the special groups are championed	Host 1 Day Workshop for all NGO's, NPO AND CBO dealing HIV and AIDS	Workshop Hosted	Achieved, capacity building workshop For NGO's and CBO's was conducted	N/A
Good Governance and Community Participation	To ensure that interests of the special groups are championed	Purchasing of First Aid Kit for Home Based Carers		Achieved as HIV/AIDS Kits & First Aid kits were purchased and distributed to home based care workers and NGO's	N/A!
Good Governance and Community Participation	To ensure that interests of the special groups are championed	Hosting of Abstinence Day	Executive Members Trained on Leadership	This project was achieved as Girls from all the clusters of Umzumbe were part of Umkhosi womhlanga and It was successful	N/A!
Good Governance and Community Participation	To ensure that interests of the special groups are championed	Celebration of Women Day	Women Day Celebration Hosted	Achieved It was hosted at Kwa-Dweshula sport ground.	N/A!

Good Governance and Community Participation	To ensure that interests of the special groups are championed	Victim Empowerment Workshop	Victim Empowerment Project done	Achieved The workshop was conducted at Ndumakude hall.	N/A
Good Governance and Community Participation	To ensure that interests of the special groups are championed	Establish Gender Forums in all wards	Gender Forums Established in all Wards	Target met Gender sub forum established in cluster A,B and D	N/A
Good Governance and Community Participation	To ensure that interests of the special groups are championed	Train Women in Business on Consumer Education	Women in Business Trained on Consumer Education	Achieved All 19 wards were trained on Consumer Education	N/A
Good Governance and Community Participation	To ensure that interests of the special groups are championed	Financial Support to Women Organisation	Women Initiatives Supported	This project was not achieved	Lack of funding
Good Governance and Community Participation	To ensure that interests of the special groups are championed	Host Fun Run for Senior Citizens	Fun Run for Senior Citizens hosted	Achieved Fun Run for Senior Citizens was conducted in ward 05	N/A

Good Governance and Community Participation	To ensure that interests of the special groups are championed	Host Christmas Celebration for Senior Citizens	Christmas for Senior Citizens hosted	Achieved Christmas celebration for senior citizens was celebrated in all wards through their ward councilors	N/A
Good Governance and Community Participation	To ensure that interests of the special groups are championed	Establishment and Support of the Luncheon Clubs for Senior Citizens	Luncheon Clubs Launched	This project is partially achieved as only 4 wards have launched their luncheon clubs	Budget constraints
Good Governance and Community Participation	To ensure that interests of the special groups are championed	Dress A Child Event	Dressed A Child Event Hosted	Achieved learners from indigent families were given full school uniforms	Failure of service providers to meet deadlines as this was outsourced to SMME's available from Umzumbe database. Co operative need to be properly trained
Good Governance and Community Participation	To ensure that interests of the special groups are championed	Creche' Support (Toys, Chairs and Playing Tools)	Vulnerable Creche's Supported	Achieved crèches were supported with toys	N/A

Good Governance and Community Participation	To ensure that interests of the special groups are championed	Host Fun Day Event for Orphans (Lets Play/ Siyabanake kela)	Children Event hosted	Achieved	N/A!
Good Governance and Community Participation	To ensure that interests of the special groups are championed	NGO's Capacity Building On Financial Management and Fundraising Strategies	NGO's Capacitated on Financial Management	Achieved	Target Achieved
Good Governance and Community Participation	To ensure that interests of the special groups are championed	Purchasing of Kits for Volunteers	Kits Purchased for Volunteers	HIV/AIDS kits had been purchased and distributed to NGO's	Target Achieved
Good Governance and Community Participation	To ensure that interests of the special groups are championed	38 Women (General Workers for Community Facilities)	38 Women Employed	38 women were hired to clean community halls as part of the poverty alleviation programme	Target Achieved
Good Governance and Community Participation	To ensure that interests of the special groups are championed	Food Parcels Programme for Vulnerable Families	Vulnerable Families Assisted	Indigent families are assisted with food parcels and linked with other sector departments for accessing social grants	Target Achieved

CORPORATE SERVICES DEPARTMENT

KPA	OBJECTIVES	KEY PERFORMANCE INDICATORS	2009/2010 SDBIP TARGET	ACTUAL TARGET ACHIEVED	MEASURES TO IMPROVE PERFORMANCE / CHALLENGES
INSITUTIONAL DEVELOPMENT AND TRANSFROMATION	To ensure continous recruitment and training of staff and councillors	Appointment of staff (Employee related costs)	09 Posts (Director : Community Services, PMU Manager, 2 Technical Officers, Development Planner, HR Admin Clerk, Receptionist, 2 Interns)	Target Achieved	Target Achieved
INSITUTIONAL DEVELOPMENT AND TRANSFROMATION	To ensure continuous recruitment and training of staff and councillors	Staff Training (all departments)	5 Managers and 48 employees in line with the development al needs in the WSP	<p>3 employees enrolled for formal qualifications (2 with UNISA and 1 with University of Johannesburg (on-going)</p> <p>2 employees enrolled for CPMD (ongoing)</p> <p>4 employees enrolled for Project Management (DBSA –ongoing)</p> <p>4 employees enrolled for advance Project Management (DBSA –ongoing)</p> <p>5 employees attending</p>	Target is ongoing

INSITUTIONAL DEVELOPMENT AND TRANSFROMATION				ABET (ongoing) 5 employees trained on Customer satisfaction	
INSITUTIONAL DEVELOPMENT AND TRANSFROMATION	To ensure continuous recruitment and training of staff and councillors	Councillor Training	2 Councillors to be trained on CPMD	2 Councillors enrolled for CPMD	Target is ongoing
INSITUTIONAL DEVELOPMENT AND TRANSFROMATION	To ensure establishment of all core municipal policies and system as required by law	Submission of Agenda Items by HOD`s 4 days before the meeting	All HOD`s to submit Agenda Items four days before the day of the meeting	Target is ongoing	Target is ongoing
INSITUTIONAL DEVELOPMENT AND TRANSFROMATION	To ensure establishment of all core municipal policies and system as required by law	Distribution of agendas 5 days before the meeting	Agendas for all committees must be distributed five days before the date of the meeting	Target is ongoing	Target is ongoing
INSITUTIONAL DEVELOPMENT AND TRANSFROMATION	To ensure establishment of all core municipal policies and system as required by law	Formulation and review of Policies	Formulation of Policies to be identified during the year	Skills retention Policy formulated and approved by Council Supply Chain Management Policy revised Property Rates Policy formulated Credit Control Policy amended and approved by Council Rules and Orders gazetted Workplace Skills Plan (WSP) and Annual Training Report	Achieved

INSITUTIONAL DEVELOPMENT AND TRANSFROMATION	To ensure establishment of all core municipal policies and system as required by law			Telephone and cell phone policy formulated and approved by Council	
INSITUTIONAL DEVELOPMENT AND TRANSFROMATION	To ensure continuous recruitment and training of staff and councillors	Bursaries	Staff Training		
INSITUTIONAL DEVELOPMENT AND TRANSFROMATION	To ensure continuous recruitment and training of staff and councillors	Newspapers	Purchase newspapers on a daily basis	Target Achieved	Target is ongoing
INSITUTIONAL DEVELOPMENT AND TRANSFROMATION	To ensure establishment of all core municipal policies and system as required by law	Maintenance agreements building	Effect maintenance and pay maintenance costs when due		
INSITUTIONAL DEVELOPMENT AND TRANSFROMATION	To ensure establishment of all core municipal policies and system as required by law	Legal charges	Pay legal charges as and when due		
INSITUTIONAL DEVELOPMENT AND TRANSFROMATION	To ensure establishment of all core municipal policies and system as required by law	Licence fees (vehicles and computers)	Pay licence fees when due	Target is ongoing	Target is ongoing
INSITUTIONAL DEVELOPMENT AND TRANSFROMATION	To ensure establishment of all core municipal policies and system as required by law	Development of job descriptions for the new staff	15 Job Descriptions to be developed during the financial year.	Job descriptions for new employees drafted	Achieved
GOOD GOVERNANCE AND COMMUNITY PARTICIPATION	To ensure establishment of all core municipal policies and system as required by law	Secretariat for Council meetings	4 Council meetings, 12 Exco meetings, 24 Portfolio Committees meetings and related logistics.	Target is ongoing	Target is ongoing

GOOD GOVERNANCE AND COMMUNITY PARTICIPATION	To ensure establishment of all core municipal policies and system as required by law	Workmen's compensation Commissioner	Arrange and finalise all logistics for the Municipal Lekgotla		
INSITUTIONAL DEVELOPMENT AND TRANSFROMATION	To ensure establishment of all core municipal policies and system as required by law	Telephones and contracted cell phones	Coordination of the year-end function for councillors and staff	Telephone and cell phone policy formulated and approved by Council	
INSITUTIONAL DEVELOPMENT AND TRANSFROMATION	To ensure establishment of all core municipal policies and system as required by law	Insurance : general			
GOOD GOVERNANCE AND COMMUNITY PARTICIPATION	To ensure establishment of all core municipal policies and system as required by law	Name codes for Municipality staff	Provide new employees and new councillors with name tags	Distribute name codes for municipality staff as and when required	
INSITUTIONAL DEVELOPMENT AND TRANSFROMATION	To ensure establishment of all core municipal policies and system as required by law	Registry set-up			
INSITUTIONAL DEVELOPMENT AND TRANSFROMATION	To ensure establishment of all core municipal policies and system as required by law	Updating employees personal files updates	New employees personal files updated	Job descriptions for new employees drafted	
INSITUTIONAL DEVELOPMENT AND TRANSFROMATION	To ensure establishment of all core municipal policies and system as required by law	Leave reconciliation	Reconciliation of leave information per person file and pay day system reviewed	Target is ongoing	Leave forms reviewed and inserted in individual files

GOOD GOVERNANCE AND COMMUNITY PARTICIPATION	To ensure establishment of all core municipal policies and system as required by law	Advertising/Public Relations (Corporate)	Advertising costs for new posts	Issue advert and facilitate payment of advertising costs for the posts of : Director : Economic and Social development Manager Capital Projects Internal Auditor Human Resources Admin Clerk	
INSITUTIONAL DEVELOPMENT AND TRANSFORMATION	To ensure establishment of all core municipal policies and system as required by law	Uniform and Protection clothes	Purchase uniform for general assistants for the whole financial year		
INSITUTIONAL DEVELOPMENT AND TRANSFORMATION	To ensure establishment of all core municipal policies and system as required by law	(Postages, Medical check-ups)	Payment of all costs associated with the recruitment and appointment of new employees	Medical check-ups conducted on newly appointed staff members	Target achieved
INSITUTIONAL DEVELOPMENT AND TRANSFORMATION	To ensure establishment of all core municipal policies and system as required by law	Staff relocation costs	Payment of relocation costs to new employees on request		
INSITUTIONAL DEVELOPMENT AND TRANSFORMATION	To ensure establishment of all core municipal policies and system as required by law	Timeous Response to Auditor General and Internal Audit	Timeous Response to Auditor General and Internal Audit done after each audit		

INSITUTIONAL DEVELOPMENT AND TRANSFROMATION	To ensure establishment of all core municipal policies and system as required by law	Maintenance agreements : Computer equipment (Corporate)	Payment maintenance costs for the municipal vehicles and computers and motor vehicle licencing		
INSITUTIONAL DEVELOPMENT AND TRANSFROMATION	To ensure establishment of all core municipal policies and system as required by law	Maintenance agreements : Motor vehicle running costs	Pay maintenance as and when due		
INSITUTIONAL DEVELOPMENT AND TRANSFROMATION	To ensure establishment of all core municipal policies and system as required by law	Subsistence, travel and accommodation	Payment of subsistence and travel as and when required	Accommodation and travel costs paid for 5 employees attending trainings in Durban Accommodation and travel costs paid for 4 employees and 4 Councillors attending CPMD	Target Achieved
INSITUTIONAL DEVELOPMENT AND TRANSFROMATION	To ensure establishment of all core municipal policies and system as required by law	Rental and lease charges			
INSITUTIONAL DEVELOPMENT AND TRANSFROMATION	To ensure establishment of all core municipal policies and system as required by law	Printing and stationery	Acquisition of printing stationery for secretariat and daily use	Target ongoing	Target is ongoing
INSITUTIONAL DEVELOPMENT AND TRANSFROMATION	To ensure establishment of all core municipal policies and system as required by law	Entertainment : Office refreshment	Purchase refreshments for the staff and councillors (tea, biscuits)	Target is ongoing	

INSITUTIONAL DEVELOPMENT AND TRANSFROMATION	To ensure establishment of all core municipal policies and system as required by law	Loud hailers	Installation of loud hailers in municipal vehicles		
INSITUTIONAL DEVELOPMENT AND TRANSFROMATION	To ensure establishment of all core municipal policies and system as required by law	Security	Provision of security services for the Municipality	Security company offering services in the municipality	Target Achieved

OVERSIGHT REPORT IN RESPECT OF THE 2009/2010 ANNUAL REPORT FOR UMZUMBE MUNICIPALITY

1. PURPOSE OF THE REPORT

- To propose that the Municipal Council adopts the Oversight Report in respect of the 2009/2010 Annual Report.

2. LEGAL/STATUTORY REQUIREMENTS:

- MFMA Circular 32
- MFMA, 56 of 2003
- MSA, 32 of 2000

3. BACKGROUND / RATIONALE:

- In terms of Section 127 (2) of the Municipal Finance Management Act 56 of 2003, the Mayor must within seven months after the end of the Financial Year table at a full Council meeting the Annual Performance Report and the report of the Entity of the Municipality.
- In compliance with the above, the Mayor at a Council meeting held on the 26th of January 2011 tabled the 2009/10 Annual Report.
- Immediately after the tabling of the report, two processes took place as required by legislation
- (i) Submission of the Annual report to the Auditor General, relevant Provincial Treasury as well as the department of Cooperative Governance and Traditional Affairs.
(ii) A public notice was placed on local newspapers inviting members of the local community and stakeholders to make representations on the same. It was also made available on the Ugu website.
- The copies of the Annual Report were made available for reviewing and comments at the municipal offices and other strategic locations in the municipal area e.g. Morrison Clinic; Ophepheni Education center and Police stations, Nyavini Tribal Court etc.
- All received comments and representations must be assessed by the Oversight Committee and if necessary be included in the Annual Report.
- There were no comments received on the Annual Report.
- The Annual Report is comprised of the 5 chapters, being Chapter 1- Introduction and Overview; Chapter 2- Performance Highlights and challenges; Chapter 3- Organizational Management and Human Resource; Chapter 4- Audited Statements and Financial Information; Chapter 5- Functional Areas. Oversight Minutes of meetings adopting both the Annual Report and the Oversight Report are to be added as Annexures in the annual report.

The oversights committee meetings were held on the following dates to consider the Annual Report:

- 16 February 2011,
- 28 March 2011
- 30 March 2011.

4. Financial Matters - Annual Financial Statements-Section 121 (3) MFMA

It be NOTED that:

- The annual financial statements included in Chapter 4 of the Annual Report are the statements that were submitted to the Auditor General.
- The Auditor General expressed an unqualified audit opinion in respect of Umzumbe Municipality.
- The audit report is included in the Annual Report as tabled.
- Management corrective action plans to the findings raised by the Auditor- General have been discussed through the Audit Committee and tabled at Council and will be attached as an annexure to Chapter 4 of the printed annual report.

5. ANNUAL REPORT FINDINGS

The oversight committee members found the following errors and recommend that these should be corrected before the final Annual Report copies are printed:

- That the vision should read as “By the year 2015 the people of Umzumbe will enjoy a better quality of life with viable physical and social infrastructure and sustainable economy”.
- That the number of Council Members be changed from 36 to 37 members.
- That the photo showing the RDP house be inserted.
- That the correct photograph be inserted as the last one on page 52.
- That the Appendix A on analysis of property, plant and equipment be inserted instead of the duplicated which is Appendix B
- That statement of Financial Performance be corrected and to be inserted on a new page.
- That last entry on page 83 and subtitle numbered 15 be deleted.

6. STRATEGIC IMPLICATIONS

- The tabling and adoption of the Annual Report is in line with the KPA- Good Governance and Public Participation

7. FINANCIAL IMPLICATIONS

- Printing of the Annual Report is provided for in the 2010/2011 budget

8. COMMUNICATION IMPLICATIONS/ PUBLIC RELATIONS

- The Oversight Report developed after the consideration of this report will be tabled before Council and later publicized in the Local Media

9. OTHER PARTIES CONSULTED

- Office of the Municipal Manager
- Office of the Speaker
- All Departments
- Umzumbe Municipality's stakeholders

10. RECOMMENDATIONS

That the Council resolves as follows:

- a) That the Council having fully considered the Annual Report of the municipality and representations thereon, adopts the oversight report, and
- b) That Council approves the Annual Report without reservations.



Dr E.M. Zungu

CHAIRPERSON: OVERSIGHT COMMITTEE

DATE: 31 March 2011



Umzumbe
M U N I C I P A L I T Y

P.O. Box 561, Hibberdene, 4220

Tel: 039 972 0005, **Fax:** 039 972 0099, **Email:** umzumbe@lgnet.org.za

www.umzumbe.local.gov.za